

**UNITED STATES DEPARTMENT OF AGRICULTURE
MARKETING AND REGULATORY PROGRAMS (MRP)
CAREER INTERN PROGRAM ANNOUNCEMENT**

***AMENDED TO EXTEND CLOSING DATE**

JOB NUMBER: MRP-CIP-2006-006
POSITION TITLE: Student Trainee (Library Science)
SALARY: GS-1499-5: \$29,602-\$38,487
GS-1499-7: \$36,671-\$47,669
GS-1499-9: \$44,856-\$58,318
LOCATION: Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine
Plant Health Programs
Regulatory Coordination, APHIS Library
Riverdale, Maryland

MAJOR DUTIES: The Animal and Plant Health Inspection Service (APHIS) conducts regulatory and control programs to protect and improve animal and plant health for the benefit of man and the environment. APHIS administers Federal laws and regulations pertaining to animal and plant health, quarantine, humane treatment of animals, and the control and eradication of pests and diseases. APHIS enforces regulations to prevent the introduction or interstate spread of certain animal and plant pests and diseases. APHIS carries out research and operational activities to reduce crop and livestock depredations caused by birds, rodents, and predators. APHIS regulates firms which manufacture veterinary biological products, including biotechnology products, to ensure the products are safe, pure, potent, and effective.

APHIS' Librarian plans, organizes, and operates the library and carries out research to support the programs and decisions of the APHIS staffs.

Provides extensive and intensive reference and research services on various subjects including, but not limited to agriculture and regulations. Makes use of traditional sources and databases, electronic sources, such as computer networks, USDA's digitop, and contacts with subject Specialists. Maintains and indexes a file of manuscripts and reprints of articles written by APHIS personnel for publication in technical journals and monographs. Notifies staffs of the acquisition of special interest publications (print, video, or electronic media) in the scientific, technical, and management fields. Keeps abreast of new developments by reviewing professional periodicals and literature, attending meetings and seminars, consulting with other Librarians, information specialists, research scientists, and regulators. Performs online and CD-ROM computer searches using relevant database systems and knowledge of bibliographic and non-bibliographic systems to obtain research information. Informs users about state-of-the-art technology especially in the area of the Library's technology transfer capabilities with regard to the use of various system interfaces to deliver information electronically to remote access points. Instructs library patrons on how to search CD-ROM and online databases included on DigiTop and CABI, instructs on how to use

electronic resources (Internet, electronic bulletin boards, etc.); instructs patrons on how to use and interpret traditional library resources (handbooks, manuals, catalogs, indexes, abstracts).

This position will serve as a career intern in a position with promotion potential to GS-9. Upon successful completion of the internship, the incumbent will become eligible for conversion to competitive service position.

GENERAL ELIGIBILITY:

You must be a U.S. citizen in addition to the qualification listed below:

QUALIFICATIONS:

For GS-5: Successful completion of a bachelor's degree or a 4-year course of study (120 semester hours or 180 quarter hours = 4 years) leading to a bachelor's degree in: physical science, biological sciences, social science, chemistry or related fields of study. A full 4-year course of study in an accredited college or university that meets all academic requirements for a Bachelor's degree that included at least 24 semester hours in the specialized field for which the applicant is being considered, or that included any combination of subjects with at least 15 semester hours in a major subject (such as physics or chemistry) that is especially applicable to the position for which the applicant is being considered, OR

OR

For GS-5: Completion of one (1) academic year of study and two period of student trainee work experience; or completion of one (1 ½) academic years of study and one period of student trainee work experience. An academic year of undergraduate education is defined as 30 semester hours, 45 quarter hours, or the equivalent in an accredited college or university. For purposes of this standard, a period of student trainee work experience is the equivalent of two (2) months (320 hours) of full-time work experience.

NOTE: Equivalent combinations of education and experience may be used to meet the total qualification requirements.

For GS-7: One full year of graduate level education or Superior Academic Achievement (SAA). SAA is completion of a full four-year course of study leading to a bachelor's degree with major field of study in a field that demonstrates the knowledge, skills and abilities necessary to do this work AND meets one of the following: (1) standing in the upper third of your college class or major subdivision (e.g., school of business) at the time you apply; or (2) a grade point average of 3.0 (on a 4.0 scale) or higher; or (3) election to membership in one of the national honor societies (other than freshman societies) that meets the requirements of the Association of College Honor Societies, or (4) ranking in the upper 10% of your graduation class.

OR

For GS-7: Completion of one (1) full academic year of Graduate study in library science in an accredited college or university, in addition to completion of all work required for a Bachelor's degree; or, one (1) full year of specialized experience equivalent to the at least the GS-5 grade level, with work experience that reflect the knowledge, skills, and abilities required to perform the full range of duties as outlined above.

OR

For GS-7: A total of at least five (5) years of a combination of college-level education, training, and experience. To qualify on this bases, the applicant must establish conclusively that the education, training, and experience provided a knowledge and understanding of the theories, principles, and techniques of professional librarianship; a knowledge of literature resources; and the knowledge and abilities essential for providing effective library and information services.

NOTE: Equivalent combinations of education and experience may be used to meet the total qualification requirements.

For the GS-9: Two (2) full years of progressively higher level Graduate education OR Master's in Library Science or equivalent Graduate degree, e.g., LL.B. or J.D., related to the position, or one (1) year of specialized experience equivalent to at least the GS-7 grade level.

Experience must have demonstrated the ability to perform, supervise, or direct one or more of the functional areas of work covered by this series; to understand the concepts, theories, new developments, and co-relationship of information in related fields; and, to maintain up-to-date information on the state of the art.

NOTE: Equivalent combinations of education and experience may be used to meet the total qualification requirements.

HOW TO APPLY:

Submit the USDA Career Intern Program application (available on-line at: <http://www.usda.gov/da/employ/CareerInternApplication.htm>), a copy of your resume, most recent transcript and proof of veteran's preference if applicable to:

USDA, MRP, Human Resources Operations
Attn: Career Intern Program
1400 Independence Ave SW, Room 0758-S
Washington, DC 20250
Fax: (202) 690-2782
Email: Harriet.Taylor@aphis.usda.gov

APPLICATION DEADLINE: 09/08/06

QUESTIONS CONTACT: Harriet Taylor, (202) 720-9176
Harriet.Taylor@aphis.usda.gov

Candidates will be considered without discrimination for any non-merit reasons such as race, religion, sex, national origin, marital status, politics, disability, age, or membership or non-membership in an employee organization.
